

Region 4 Manual

Forms

Section 6.4 Literature Funding Assistance (Coralville, IA, 10/16/10)

Purpose

The R4 Literature Fund has been established to aid any Intergroup in facilitating our primary purpose – to carry the message to the still suffering compulsive eater.

1. Requests from any Intergroup should be mailed to the R4 Ways and Means/Finance Committee. The request should include:
 - a. Description of the literature that will be purchased to aid a new or nearly new meeting affiliated with the Intergroup. (500 words or less)
 - 1) A time frame within which the funds will be used.
 - 2) Estimated cost and amount of funding requested (up to \$200.00 per group).
 - 3) Project Coordinator information.
2. Upon project completion, a report on the project will be mailed to R4, Ways and Means/Finance Committee. The report should include:
 - a. Success and recommendations;
 - b. Receipts and how the funds were spent.
3. Funding requires a majority vote of the Ways and Means/Finance Committee within 30 days of the receipt of the application.
4. Disbursement of funds will be immediately following the committee approval.

Region 4 Manual Forms

R4 Literature Funding Application

Intergroup Name _____ Date _____
Address _____ Phone _____
City _____ State _____ Zip _____ WSO# _____

Project Coordinator's name _____
Address _____ City _____ State _____ Zip _____
Phone number _____ email Address _____

Intergroup chairman's signature _____

Intergroup or unaffiliated group secretary's signature: _____

Project Title _____ Estimated Costs _____

Amount of funds requested _____

Estimated Completion date of the project: _____

Project Summary (500 words or less) Attach if necessary.

After completion of the project a report shall be submitted to R4 "Ways and Means/Finance Committee" describing the successes and recommendations, receipts of the expenditures and how the awarded funds were spent.

-----FOR USE BY THE FUNDING Coordinator and Treasurer -----

Balance in R4 Treasury _____ as of _____

Balance of amount budgeted for funding _____ as of _____

% of Estimated Exp. _____%

Approved _____

Ways and Means/Finance Committee Chairman

Date

Approved _____

Region Treasurer

Date

Send to R4 Delegate Funding Coordinator, PO Box 1609 St. Peters, MO 63376